



# KENTUCKY DEPARTMENT OF EDUCATION SCHOOL-BASED DECISION MAKING NEWSLETTER

January 2012

## Staffing Allocations

As districts begin to allocate certified, classified and instructional funds to school councils, review the district policies to guide these allocations.

Each year, school districts may benefit from a review of the school staffing policies and the mathematical formulas to ensure that they are financially sound for the local board of education and instructionally sound for the schools. Another best practice is to review the budget and purchasing policies, especially how the distribution of the balance, or Section 7 funds, will be allocated in the district. Sharing this financial information and working with the school council members in understanding how district decisions are made can assist them in making wise fiscal decisions for their schools in the interest of student achievement. In addition, share with the school councils how to make requests for Section 7 funds.

As a reminder, tentative allocations should be forwarded to the school council by March 1, with a final allocation by May 1. If a district plans to revise its staffing allocation policy for the 2012-13 school year, the Kentucky Department of Education's (KDE's) SBDM office will need to review and approve prior to May 1. Please forward draft policies to the KDE SBDM mailbox at [kdesbdmproject@education.ky.gov](mailto:kdesbdmproject@education.ky.gov). Please use the following format in the subject line of the e-mail when making a submission:

Subject: *Name of School District; Staffing Allocation 2012-2013*

## Frequently Asked Question

**Q:** What would a district need to do to change the SBDM Section 6 instructional fund allocation from 3.5 percent of SEEK to \$100?

**A:** If a school district decides to use the option outlined in 2010's House Bill 1 (the budget bill) by reducing the Section 6 instructional fund allocation from 3.5 percent to \$100, district will need to change its SBDM allocation financial worksheets to show this adjustment. Additionally, best practice is for the local board of education to publicly acknowledge it is choosing this option allowed in the enacted state budget bill.

## **SBDM Coordinator/SBDM Partner Training Sessions Scheduled**

Spring training dates have been scheduled for all SBDM district coordinators. During the session, coordinators will receive information concerning any legislative updates from the 2012 General Assembly, be introduced to the SBDM Training Materials for the 2012 training season and answer any questions concerning SBDM and Kentucky Board of Education goals. If at all possible, plan to attend the session. The dates are as follows:

Monday, March 12	Ohio Valley Educational Cooperative (OVEC)	Shelbyville
Tuesday, March 13	Green River Regional Educational Cooperative (GRREC)	Bowling Green
Wednesday, March 14	West Kentucky Educational Cooperative (WKEC)	Eddyville
Friday, March 16	Kentucky Valley Educational Cooperative (KVEC)	Hazard

Spring training for SBDM Training Partners will be in Frankfort on Monday, March 19. Any organization that applied will need to send at least one representative from the organization to this training session. At the SBDM Partner Session, information also will include updates from the General Assembly and the introduction of the new training materials, as well as discussion of and answers to questions concerning your role as a training partner with the individual school districts and schools.

All sessions are from 8:30 a.m. to noon. Limited seating is available at each location, so registration will be on a first-come, first served basis. Register at [KDESBDMProject@education.ky.gov](mailto:KDESBDMProject@education.ky.gov).

## **SBDM Alternative Training Module Proposal**

Proposals are being accepted for school districts, organizations or individuals who wish to develop and facilitate SBDM Training Modules beyond the KDE-approved sessions. Modules submitted and approved are for the 2012 training season only. The proposal application form is located on the [KDE SBDM website](#).

## **Commissioner of Education Second Twitter Town Hall Meeting Scheduled**

The Kentucky Department of Education invites teachers, administrators, district staff, parents and other education stakeholders to submit questions for Commissioner Terry Holliday's second Twitter Town Hall Thursday, Jan. 19 from 4-5 p.m. ET. The Twitter Town Hall topics will be the 2012 General Assembly and KDE's legislative agenda. Questions can be tweeted both before Jan. 19 and during the live event from 4 to 5 p.m. ET. Use the hash tag **#AskDocH** to send questions.

For those that do not have a Twitter account and would like to sign up for one, visit [www.twitter.com](http://www.twitter.com). It is a free service and also offers apps for smartphones if you'd rather follow along off-PC/MAC. The Twitter Town Hall also will be webcast live. To listen and/or watch, you must have Windows Media Player installed on your workstation.

Commissioner Holliday looks forward to answering your questions on Jan. 19.

**For questions concerning SBDM, contact us at:**

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